

DEC 26 2012

**HALL MEMORIAL LIBRARY
BOARD OF TRUSTEES' MEETING
DECEMBER 11, 2012**

**TOWN OF ELLINGTON
TOWN CLERK'S OFFICE**

- I. Call to Order – Chair John Halloran called the regular meeting of the Hall Memorial Library Board to order at 7:02 PM. Members present were Mary Clements, Mary Blanchette, Janet Wieliczka, Peter Nickerson, Patricia Grundman, Children's Librarian and Assistant Library Director, and Susan Phillips, Library Director. Jeanne Zulick was excused as absent. Marcia Downs was present as Recording Secretary.
- II. Citizen's Forum – There were no citizens present.
- III. Approval of the Minutes of the November 2012 Meeting – The minutes were reviewed by members present and unanimously approved as written (Wieliczka/Nickerson).
- IV. Treasurer's Report – Marcia Downs read the balances to date from the checkbook and savings account.
- V. Current Year Budget – The year-to date budget was reviewed by members present, and also at this time, the balances from the Fowler Trust Fund were read by John Halloran.
- VI. Library Director's Report – Sue Phillips distributed copies of the report, and each item was discussed. Highlights included building maintenance issues, reupholstering of some of the furniture within the library, the new public fax machine, and the upcoming retirement of Gail Avino, a twenty-year fulltime Library Technical Assistant.
- VII. Friends of the Library – The Annual Friend's Cookie Sale will be held on Sunday, December 23, 2012, and Monday morning, December 24, 2012, until the library closes at 1PM. The fall Book Sale has been rescheduled until February 2013.
- VIII. Old Business – None.
- IX. New Business – A motion was made (Blanchette/Clements) and unanimously approved to add an item to the agenda for monies to be appropriated to upholster the chairs in the Children's Department.
- X. Director's Concerns – A motion was made (Clements/Blanchette) and unanimously accepted to appropriate \$860.00 from the Fowler Fund to reupholster the chairs in the Children's Department.
- XI. Correspondence – None.
- XII. Adjournment – The meeting was adjourned at 7:26 PM (Clements/Wieliczka).

Respectfully submitted,


Marcia H. Downs